

EXECUTIVE OFFICE OF THE PRESIDENT

**COUNCIL ON ENVIRONMENTAL
QUALITY**

INTERNSHIP APPLICATION

I am applying for an internship for the following session:

Summer (May - August)	Fall (September - December)	Spring (January - April)
Deadline: March 1st	Deadline: July 1st	Deadline: November 1st

Internships are full time and part-time. Ideally we look for students who are available at least four or more days per week for the spring and fall sessions, and five days a week for the summer session. During the spring and fall we will consider internships where the student commits to four hours per day at least three days per week. Please indicate the number of hours per week you will be available_____. Please indicate the earliest date you can begin _____. The latest ending date _____.

PERSONAL INFORMATION

Last Name	First Name	Middle Initial
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Social Security Number	Date of Birth (mm/dd/yr)
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Place of Birth (City, State)

Washington, DC Address	Washington, DC Phone
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Permanent Address	Permanent Phone
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ACADEMIC INFORMATION

College/University

E-mail Address

Current Address

Current Phone Number

Major/Degree

Expected Month/Year of Graduation

GPA (Cumulative)

Computer Skills

RELEVANT EXPERIENCE (Internships; volunteer work; employment)

INTERNSHIP PLACEMENT

Please list your areas of preferred interest (e.g. oversight of federal agency compliance with the National Environmental Policy Act, natural resources, international environmental issues, communications and outreach, sustainable development, transportation, energy, etc.). **Please be aware**, this does not guarantee that you will work in one of these areas.

CRIMINAL BACKGROUND

Have you ever been charged with or convicted of any criminal offense, DWI or misdemeanor offenses?

Yes_____ (please describe below) No_____

Are there currently any charges pending against you for any criminal offense?

Yes _____ (please describe below) No _____

NOTE: Please be aware that the White House has a zero-tolerance policy for drug use. You will be required to take a drug test prior to beginning your internship. You will also be asked about any use of drugs during your security interview. Failure to pass the drug test will result in your immediate disqualification.

Please send, along with this application, a resume, brief writing sample, college/university transcript and a cover letter (including two references if they are not otherwise named) to **Bill Perhach , Council on Environmental Quality, 722 Jackson Place, Washington, DC 20503**. Phone (202) 456 6224 Fax (202) 456 0753.